

TELECOMMUNICATIONS

Telephone (0302), Telecommunications (0303), and Misc. Communications Charges (0304)

Subobjects 0302, 0303, and 0304 should include projected telecommunication costs that will be billed directly by vendors to an agency. Agencies responsible for their own PBX or Centrex should budget the actual usage portion of PBX and Centrex service, including local and long distance. All agencies must ensure that they have sufficient funds to cover 12 months of charges.

DBM Paid Telecommunications (0305)

Telecommunications costs for services centrally managed by DBM should be identified in Comptroller Object 0305. **All agencies should request FY 2008 funding equal to the FY 2007 original appropriation by fund for subobject 0305.** DBM's Division of Telecommunications will develop the FY 2008 projected costs for each service including:

- Contract management & administration
- Statewide Enterprise Networks (Wireless Network and FMIS)
- Network Maryland
- Private Branch Exchange (PBX)
- Multi Service Centers (MSC) telecommunications costs

The budget request should detail any factors that may cause your agency's telecommunication charges to increase or decrease materially. Agencies should also advise Ms. Lynn Buehler of all details. These factors will be reviewed for any impact to budget projections. The Office of Budget Analysis in cooperation with the Division of Telecommunications will make a final determination of the agency budget requirements for Comptroller Object 0305.

Cell Phone Expenditures (0306)

Agencies are required to identify costs for cellular phones using Comptroller Object 0306. Agencies must identify by fund and program, the number of cell phones, the type of pricing plan and monthly cost associated with the pricing plan for each cell phone used by agency personnel to conduct State business. Please submit cellular phone information on the DBM-DA-2 form.

Telecommunications Capital Leases (0322)

An agency's portion of lease payments for PBX and MSC related equipment previously financed or anticipated to be financed in FY 2008 via the State Treasurer's Office Master Lease-Finance Program should be budgeted in Comptroller Object 0322. **All agencies should request FY 2008 funding equal to the FY 2007 original appropriation by fund for Comptroller Object 0322.** The Office of Budget Analysis in cooperation with the Division of Telecommunications will make a final determination of the agency budget requirements for Comptroller Object 0322.

The amount requested in subobjects 0305 and 0322 must equal the agency's FY 2007 original appropriation by fund. The FY 2008 appropriation in these Comptroller Objects will be restricted and the Director of Budget Analysis must approve any transfer of funds.

For further guidance or information related to Telecommunications budget projections contact: Lynn Buehler, DBM Division of Telecommunications, (410) 767-4644, lduleh@dbm.state.md.us